



COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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IN REPLY PLEASE

REFER TO FILE: **PJ-1**

January 6, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**STEPHEN SORENSEN COUNTY PARK
COMMUNITY BUILDING PROJECT
AUTHORIZE SUPPLEMENTAL AGREEMENT
SPECS. 6660; C.P. 69276
SUPERVISORIAL DISTRICT 5
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
THE DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

Authorize the Interim Director of Public Works to execute Supplemental Agreement 1 to Contract PW-12806 with Choy Associates to provide design services for the Stephen Sorensen Park Community Building Project for a not to exceed fee of \$310,000 funded by Community Development Block Grant funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended action will allow Public Works to proceed with the design of the Stephen Sorensen Park Community Building Project.

Stephen Sorensen Park is an approximately 100-acre park that was originally developed in the 1990s and is located in the unincorporated area of Lake Los Angeles. The original park development was approximately three acres and included a grass area with picnic tables, small playground, horseshoe pits, restroom, and parking lot. The second phase of park development, which includes a baseball field, soccer/multipurpose field, basketball courts, field lighting, concrete walkways and additional parking, is currently in the plan check phase and is scheduled to be constructed this year.

The proposed community building project consists of constructing an approximately 4,000-square-foot community building, including a divisible multipurpose room, warming kitchen, park office, restrooms, and storage space. This building will provide educational and recreational opportunities, as well as a meeting place for the community. On September 21, 2004, Public Works awarded an agreement to Choy Associates to prepare a programming study for the Stephen Sorensen Park Community Building Project. Under the recommended supplemental agreement, Choy Associates will provide the design and construction administration services for the project.

Implementation of Strategic Plan Goals

This action is consistent with the County's Strategic Plan Goals of Fiscal Responsibility and Children and Families' Well-Being as the project is an investment in public infrastructure and will provide enhanced recreational opportunities to assure good health, and social and emotional well-being.

FISCAL IMPACT/FINANCING

The recommended supplemental agreement with Choy Associates will be negotiated for a total not to exceed amount of \$310,000.

The project design and associated project management costs are being funded from a \$533,000 Community Development Block Grant.

Sufficient appropriation is available in the Fiscal Year 2004-05 Capital Projects budget (C.P. 69276) to fund the award of the recommended supplemental agreement and associated project management costs.

The total project cost estimate will be developed during the design phase when the details of the project are more clearly defined. We plan to return to your Board to adopt plans and specifications and advertise for bids to construct the project in October 2005.

At that time, we will provide your Board with final recommendations regarding the project scope, costs, and funding. The project schedule is enclosed.

Operating Budget Impact

Parks and Recreation will determine both the one-time, start-up and ongoing operation costs upon completion of the design when more specific information on the proposed improvements will be available and will work with the Chief Administrative Office to determine the appropriate operating requirements and available funding. Based upon the current project schedule, expenditures to operate and maintain the project improvements are currently expected to begin in Fiscal Year 2006-07.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard supplemental agreement, in the form previously approved by County Counsel, will be used. The existing agreement includes the standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, Choy Associates is willing to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

Choy Associates is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program), Chapter 2.203 (Contractor Employee Jury Services Program), and is aware of the Safely Surrendered Baby Law.

ENVIRONMENTAL DOCUMENTATION

Approval of the recommended action will have no environmental impact. The environmental documentation to comply with NEPA and CEQA is currently being prepared for the second phase park development and the future community building, and will be completed and submitted to your Board for approval prior to construction of the second phase park improvements.

CONTRACTING PROCESS

Choy Associates was selected using the Architectural Evaluation Board's accelerated architect/engineer selection. The selection of Choy Associates to submit a proposal was solely based on its qualifications to perform the design work.

On September 21, 2004, Public Works, under delegated authority, awarded a consultant services agreement for a not to exceed fee of \$20,804 to Choy Associates for programming services. As part of the program phase, Choy Associates met with the community as well as Parks and Recreation to establish the basis for the program and prepared a conceptual cost estimate for the project.

We are currently in final negotiations with Choy Associates to provide architectural/engineering design, construction administration, and additional and reimbursable services. We anticipate that the recommended services can be provided for a not to exceed fee of \$310,000, which is considered reasonable for the scope of work. The construction administration portion of the fee is applicable to services during construction and will be encumbered and billed only during construction. The fee for additional and reimbursable services will only be used if additional work is requested and approved by Public Works.

The recommended Supplemental Agreement 1 for \$310,000 will increase the total contract value to \$330,804.

Choy Associates' fee schedule, Community Business Enterprise participation data, and three-year contracting history are on file with Public Works.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The recommended action will have no impact on current County services or projects.

The Honorable Board of Supervisors
January 6, 2005
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CONCLUSION

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects Division), Parks and Recreation, and Public Works.

Respectfully submitted,

DONALD L. WOLFE
Interim Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

RUSS GUINEY
Director of Parks and Recreation

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Enc.

cc: County Counsel
Department of Public Social Services (GAIN/GROW Program)

January 6, 2005

ENCLOSURE

**STEPHEN SORENSEN COUNTY PARK
NEW COMMUNITY BUILDING PROJECT
AWARD DESIGN AGREEMENT
SPECS. 6660; C.P. 69276**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Award Design Contract	01/18/05
Execute Design Contract	01/25/05
Schematic Design	02/23/05
Construction Documents	06/20/05
Jurisdictional Approvals	09/13/05
Construction Award	11/15/05
Construction Start	01/02/06
Substantial Completion	12/20/06
Final Acceptance	02/20/07